

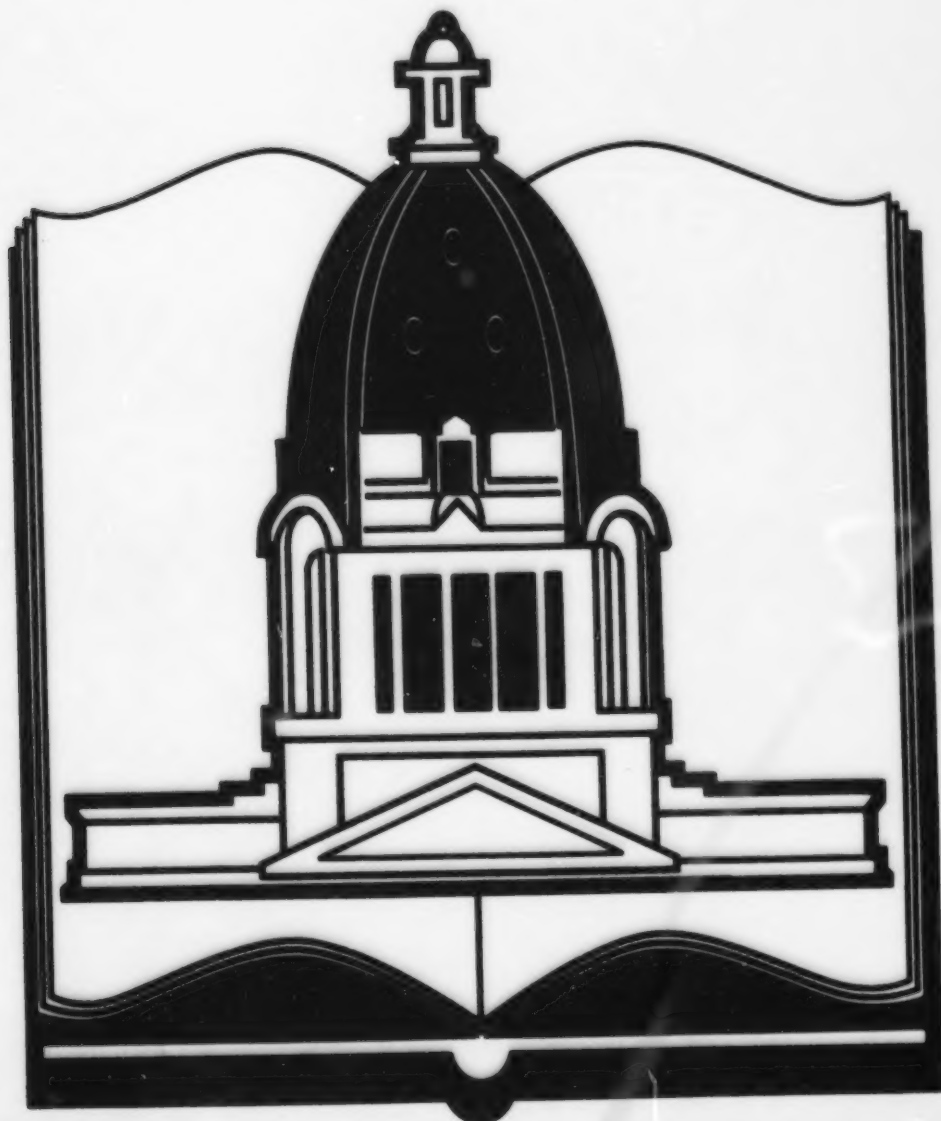


Saskatchewan
Legislative
Assembly

Report

Saskatchewan Legislative Library

for the period ending
March 31, 1998



Cover Picture: The Legislative program symbol designed in 1992.



Saskatchewan
Legislative
Assembly

Report

100-05347/ -

**Saskatchewan
Legislative Library**

**for the period ending
March 31, 1998**



Saskatchewan
Legislative Library

Office of the
Legislative Librarian



SASKATCHEWAN

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April 3, 2000

The Hon. Ron Osika
Speaker of the Saskatchewan Legislative Assembly
Room 129 Legislative Building
Regina, SK
S4S 0A2

Dear Mr. Speaker:

I am pleased to present to you the Library Report covering the period ending March 31, 1998 for tabling in the Legislative Assembly.

During the two years covered by this report, the Legislative Library has moved ahead in the application of automation to both its internal and client services operations. Over this period, I am pleased to report that significant enhancements continue to be made to library and information services for the Legislative Assembly and to individual Members of the Legislative Assembly.

Highlights of the Report Years

- Increased use by individual MLAs of all Members' Current Awareness Services
- Planning and training for the integration of Internet resources into work throughout the Library
- Establishment of a new professional librarian position to focus on electronic reference work
- Design and development of the Legislative Library Internet Web Site
- Selection and installation of a new Integrated Library System, *Voyager*, in conjunction with the RegLIN automation consortium.

On a preservation note, this library report continues to be printed on acid free permanent paper.

Sincerely,

A handwritten signature in cursive script that reads "Marian J. Powell".

Marian J. Powell
Legislative Librarian

MJP/tw





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I Services to the Legislative Assembly

The mandate of the Library is to provide library services to the Legislative Assembly. The Legislative Library is governed by Section 68.4 of *The Legislative Assembly and Executive Council Act* and by the *Rules and Procedures of the Legislative Assembly*.

The Legislative Library retains a traditional role to provide access to its unique resources to the public of Saskatchewan and the provincial public service. Given this broad mandate, the Library has worked to clarify priorities and policies to ensure priority to Members and Officials of the Legislative Assembly. (see Appendix C: Legislative Library Clientele and Service Policy)

Priority Service to MLAs

The Library strives to serve all sectors of its mandate, while giving priority to legislative clients.

A special MLA reference inquiry telephone number provides this same priority of service to the Member who contacts the Library by phone. This number is not published in public directories. The answering machine, fax machine and Internet e-mail (reference@legassembly.sk.ca.) provide the MLA with the opportunity for 24-hour access.

Increased Library Use by MLAs

Each year covered by this report has seen the amount of service sought by and delivered to individual MLAs increase.

Reference services provided directly to the individual MLA have continued to grow, despite a slight reduction in total reference transactions to all clients. It has become the norm that demands of the legislature on the Reference Service increase in the

period immediately following the election of a new Legislature, and in the period leading up to an election the reverse is true.

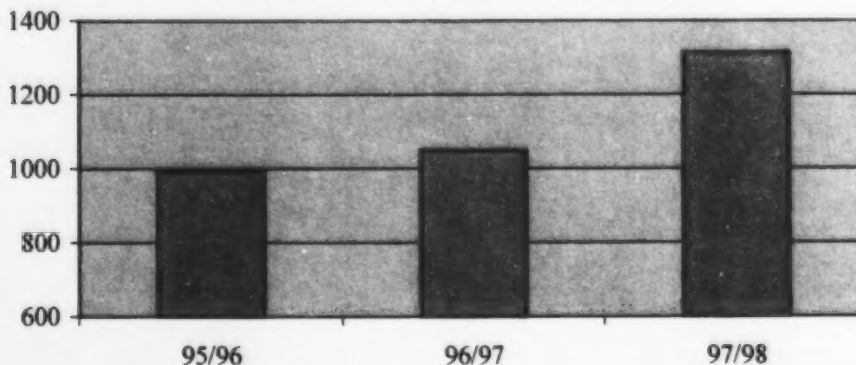
Library Orientation for Members' Staff

The Library looks for ways to assist the staff working for Members of the Legislative Assembly to access library services efficiently in their work for MLAs. During the Spring, 1997, The Library was pleased to conduct a library services orientation session for the constituency staff of the Official Opposition. The orientation included a formal presentation outlining services for Members and constituency workers, distribution of information packages and a discussion of issues and concerns raised at Constituency offices by constituents. This was followed by a tour of the Reading Room and Reference Area as well as a demonstration of Internet and CD-ROM resources to which the Library subscribes. Although not all constituency offices had access to the Internet at that time, considerable interest was expressed in having access to the Library's online catalogue and new website.

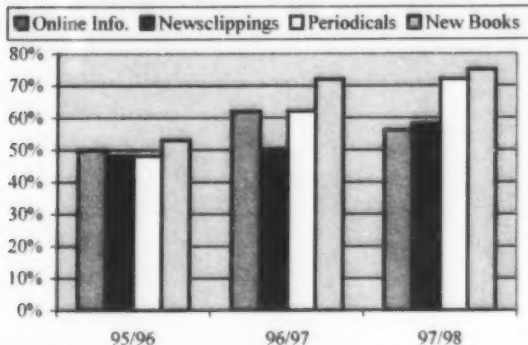
Members' Current Awareness Services

The Legislative Library has enhanced the non-partisan library research available to MLAs through a profiled current awareness service offered to the individual Member. The Members' Services Librarian works with the individual MLA to determine a profile of public issues on which he or she wishes to keep current. Packages of profiled information including newspaper clippings, magazine tables of contents, or new book title pages are provided to the MLA on a weekly basis. As responsibilities change in terms of cabinet, caucus, shadow cabinet and committee responsibilities, profiles are reviewed and updated.

Reference Service to MLAs and Personal Staff



MLAs Registered for Current Awareness Service



The following listing details the growth of the individual current awareness services.

Online Information

The library uses commercial online data vendors including Infomart, Infoglobe, Lexis/Nexis, Dialog and DataTimes to provide this service. Weekly formatted subject profiles are run against relevant specialist computer files and provided to Members. This service has grown from 28 clients in 1995/96 to 34 in 1997/98.

In 1997/98, the Library began to use the Internet to provide this service. Various databases available only on the Internet were accessed, and information was provided to clients. As more and more databases become available only on the Internet, this resource will assume greater importance in the online service package.

Another major change in 1997 was electronic delivery to client's desktops, which continued to grow in 1997/98. This change resulted in reduced paper production and improved the speed at which clients received their information. Ten clients now receive the online service directly to their desktops.

Newspaper Clipping Service

Members often describe the *Newspaper Clipping Service* as their most popular service. This service provides on a weekly basis newspaper clippings which match issues identified on the Member's interest profile. Clippings are gathered from the four daily Saskatchewan newspapers: *The Star Phoenix*, the *Leader-Post*, the *Moose Jaw Times-Herald* and the *Prince Albert Daily Herald*. In 1996/97, an average of 29 MLAs was receiving the service. In 1997/98, this rose to an average of 31 Members receiving the service. The number of subjects searched and delivered weekly rose from 525 in 1996/97 to 561 in 1997/98, an increase of 7%.

Periodical Contents Service

A magazine title page service is also offered to Members. The Members Services' Librarian consults with the MLA to determine which magazines he or she wishes to review regularly. Title pages of those journals are photocopied and provided to the Member on a weekly basis as the Library receives the periodicals.

Tremendous growth was seen in this service in both 1996/97 and 1997/98. An average of 365 periodical titles is accessed each month, a 23% increase from the 296 that were accessed in 1996/97, which represented a substantial increase over the previous period. Clients are also requesting more full articles from this service. In 1996/97, 427 articles were requested while in 1997/98, 599 articles were requested – an increase of 40 %.

In 1997/98, we began using sources only available on the Internet to locate tables of contents for journals not in the Library's collection. These sources further expand the Library's collection of journals with little or no increase in cost. Using these services will also allow the Library to provide more information directly to the Members' desktops.

New Book Alert

For the *New Book Alert*, new additions to the library collection, including government publications and pamphlets, are reviewed against the Member's Interest Profile, and notices of relevant material provided in the weekly current awareness packages.

The number of clients using this service increased nominally in 1997/98. In 1996/97, an average of 40 clients used this service. 1997/98 saw an average of 43 clients using the service, an increase of 7.5%. While the number of notifications for this service decreased in 1997/98 because of the implementation of the Voyager catalogue and the delay in processing that resulted, clients expanded the number of subjects that they requested. In 1996/97, 149 subjects were requested and while in 1997/98, 178 subjects were requested, an increase of 19.5%.

Parliamentary Conference Information

Saskatchewan MLAs attending Commonwealth Parliamentary Association and other legislative conferences are provided with kits of background documents dealing with procedural and topical information appropriate to the conference program. The information generally takes the form of current magazine, book and newspaper articles representing a

balance of opinion on the topics under discussion in the particular conference.

In 1996/97 seven information kits were prepared for 7 parliamentary conferences with 19 Members and Clerks receiving kits. In 1997/98 eight information kits were prepared for seven parliamentary conferences with 23 Members and Clerks receiving kits. A package of information was also produced for a delegation involved in a legislative exchange with Germany. A full list of the conferences will be found in Appendix A.

The major change that occurred in this area was the purchase and use of a binding machine to package the background kits. Use of this binding machine improved the visual appeal of the background kits and assisted with the ease of use for clients.

36th Canadian Regional Conference, Commonwealth Parliamentary Association, Regina, July 12 – 18, 1997

In July 1997, the Saskatchewan Legislative Assembly hosted the 36th Canadian Regional Conference. For the first time in support of a Saskatchewan-hosted parliamentary conference, the Library Reference and

Members' Services staff prepared an extensive background information kit covering eight conference sessions which was provided to all 82 delegates from across Canada and the Commonwealth who attended the conference. Saskatchewan MLAs speaking or presenting at the conference were given enhanced background information kits.

Many library staff worked on conference preparation. The Legislative Librarian served on the planning committee for the Ecumenical Service, and senior professional staff researched and produced the briefing book for the conference tours which were conducted by MLAs to the Moose Jaw, Bulyea and Southey areas of the province. An intranet web page was designed by the Electronic Resources Librarian to make links to delegates home newspapers through the Library Internet terminal. Several staff worked with the Speaker's Office preparing official gift packages. Library staff also assisted during the Conference, taking shifts on the Registration/Information Desk, providing on-demand clerical assistance through the Secretariat Office, and assisting with the children's program. The Reference Services Co-ordinator and the Technical Services Librarian were available for tours of the Legislative Library on the Sunday of the Conference.



CPA Canadian Regional Conference session in the Chamber Photo credit: Regina LeaderPost

Library Publications

During this reporting period, the Library continued to refine its publication program. *The Members' Newsletter*, developed to promote library services to the Members, added a new occasional bibliography *Hot Topics*. *Hot Topics* replaced the *Biblio-Bits* publication which had begun in 1993. In addition to providing a listing of library materials on current issues of the day as *Biblio-Bits* had done, *Hot Topics* also includes web sites, newspaper and journal articles on these issues. *Hot Topics* bibliographies are included in *The Members' Newsletter* and produced as separate publications for the library's non-Member clients.

New Books at the Library, which serves as a vehicle to inform library clients about the new additions to the Library's collection, saw a number of changes in 1997/98. In April 1997, Internet web sites were added to the listing of library materials. In addition to the URL, subject access and short descriptions of sites were provided to clients. May 1997 saw the addition of a special focus section to *New Books*. In this section, new books of particular interest to the Members were provided. Short descriptions of the book contents taken from the books' dust jackets were provided. In December 1997, *New Books at the Library* became available on the Legislative Library's web page at http://www.legassembly.sk.ca/LegLibrary/New_Books/newbooks.htm. Distribution of paper issues of *New Books at the Library* ended in December 1997.

The Library introduced the first *Saskatchewan Legislative Library Calendar* in December 1996. This calendar, produced entirely in-house, included dates of Saskatchewan legislative historic interest. The calendar was provided to Members for the calendar year 1997. Members' response to the calendar was very positive. The second *Saskatchewan Legislative Library Calendar* was published in November 1997.

Special Projects

Election Information

As with past federal and Saskatchewan provincial elections, the Library assembled files of election information from the 1997 federal election. Candidates from all parties in all of the Saskatchewan ridings were contacted and campaign material was solicited. The biggest change in gathering this election information was the use of the Internet. Many of the candidates were contacted by e-mail rather than by letter, which had been done in past elections. The Library also accessed information on the various political parties from their individual web pages.

Reference and Circulation Desks Re-design

An internal library Information Services Design Committee was established in late 1996 to advise the Legislative Librarian on a new Reference and Circulation Service desk arrangement which would better serve the needs of the Library's clientele with respect to access and confidentiality, as well as improve inadequate and outdated work space.

Following its first meeting November 6, 1996, the Committee met regularly throughout the following months. During this time research on library and office space design was completed, the Committee's concerns and suggestions for re-design were outlined and tours of several local libraries were conducted. The Committee submitted floor plan sketches to the Saskatchewan Property Management Corporation which assigned a design consultant to examine various issues related to the floor plan and to assist in the detailed design of the areas.

A proposal for the new floor plan was presented to the Committee for consideration during the Fall of 1997 with the final decisions being made in February 1998 following a meeting of Library staff, SPMC and the project architects for the Legislative Building Restoration Project. Construction is scheduled to begin during the Spring of 1998.

Services to Legislative Officials and Staff

The Officials and staff of Legislative Assembly represent an important client group. This group includes the Speaker of the Legislative Assembly, Clerk of the Legislative Assembly and Legislative Servants such as the Legislative Counsel and Law Clerk, the Information and Privacy Commissioner, the Children's Advocate, the Ombudsman and the Provincial Auditor.

The Speaker receives the current awareness services of his choice as an MLA. The work of the Speaker's Office frequently requires special information support from the Library in preparation for visiting delegations, Commonwealth Parliamentary Association conference sessions and other work of the office. A number of special events were supported during the report period.

Speaker's Outreach Program

The Hon. Glenn Hagel, Speaker of the Legislative Assembly, established an outreach program directed toward schools with the purpose of increasing the understanding of parliamentary democracy, increasing the level of respect for the institution, and increasing

the awareness of service in public office as an honourable career choice. Linking the outreach program to the provincial curriculum, and in conjunction with the local MLA, the Speaker visited classrooms to discuss parliamentary democracy. With the commencement of the Speaker's Outreach program in October, 1996, the Library began monitoring the weekly newspaper coverage of the visits.

Commonwealth Day Essay Contest

Each year the Legislative Assembly recognises Commonwealth Day, which is celebrated throughout the Commonwealth on the third Monday of March each year. In 1998, as a way of celebrating the Province's connection with the Commonwealth, the Speaker launched an essay contest in selected provincial high schools for participation by Grade 12 students. Suggested topics included "Canada's Role in the Commonwealth Today", "The Commonwealth in Creating a Better World", "The Value of the Commonwealth in Today's Society", and "What is the Meaning of the Commonwealth".

The Legislative Library played an active role in the contest by providing the Social Studies teachers and students with a selected bibliography on the Commonwealth, retrieving items of interest for use in the Library and arranging for copying when requested. Several students also visited the Library to research their essay topics.

The winning essays were: "The Commonwealth", "The Commonwealth : Creating a Better World", "The Role of Sport in Governments : Commonwealth Games".

Legislative Officials

Current awareness services are provided to the Clerk and her procedural staff. Collections decisions have been made to support the information needs of the Legislative Counsel and Law Clerk and Broadcasting

Services. Hansard staff are heavy users of the Reference Service to confirm names, spellings, newspaper headlines, and publication titles during the transcription of the verbatim of debates. Visitor Services staff look to the Library for historical and factual information to support the guided tours and to answer questions from tourists.

Legislative Officials such as the Children's Advocate and Ombudsman make use of the Reference service as well as the Library book order service to acquire materials for their office needs. In early September, 1997, the Members Services Librarian and Reference Services Coordinator met with Children's Advocate staff to establish a profile of interests. In addition to subscribing to two of the Library's current awareness services, the Children's Advocate received special monitoring of the provincial weekly and daily newspapers for specific issues of interest to the Office. Current Awareness Service to the Ombudsman's office was initiated in early January, 1998 following an interview with a member of the Ombudsman's staff. Reference Services staff also prepared three bibliographies on the role of the Ombudsman, administrative fairness, and complaint resolution.

The Library provides assistance to the part-time librarian from the Provincial Auditor's office as well as occasional direct reference contacts with the Auditor's staff.

Canada-Russia Parliamentary Program

As part of the Canada-Russia Parliamentary Program, the Saskatchewan Legislative Assembly hosted the visit of a delegation of Chiefs of Staff from the Big Volga Region September 15 - 17, 1996. Marian Powell, Judy Brennan and Yvonne Mack presented a tour of the Legislative Library, with a briefing on the information services provided for Members of the Legislative Assembly. A collection of books was presented to the Library on behalf of the delegation.

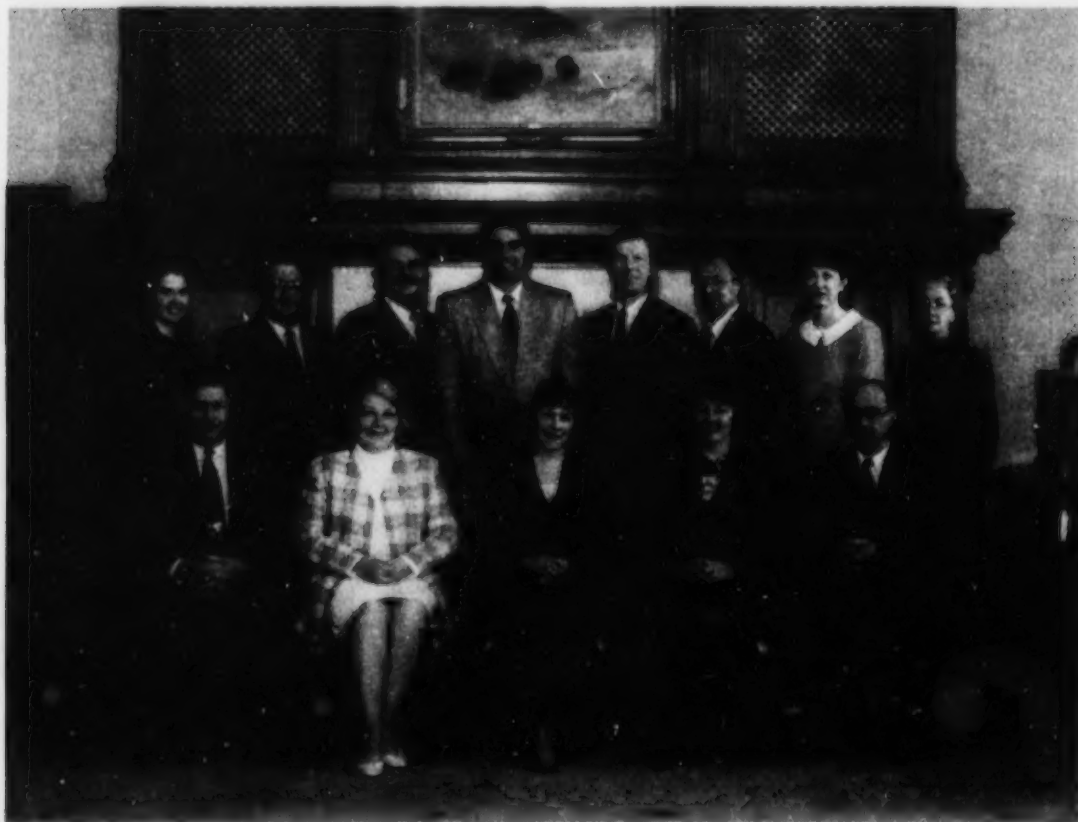


Speaker Hagel with the first place winner, Paul Hanson of LeBoldus High School

50th Anniversary of the Standing Committee on Crown Corporations

A commemorative tea was held in the Legislative Library Reading Room, April 17, 1997 to mark the 50th Anniversary of the first meetings of the Standing Committee on Crown Corporations. For the occasion, the Legislative Library worked with the Saskatchewan Archives Board to prepare a display of original photographs and memorabilia representing the history of crown corporations in Saskatchewan. Pictures depicting the history of present crown

corporations, as well as long-ceased crown corporations such as the Saskatchewan Reconstruction Corporation, Saskatchewan Wool Products, and Saskatchewan Clay Products were on view. The display remained available in the Library for visitors to view from April 17 - 24, 1997. Displays by contemporary Saskatchewan Crown Corporations were located in the Legislative Rotunda. A group picture of the present Crown Corporations Committee members and staff was taken in front of the fireplace in the Library Reading Room.

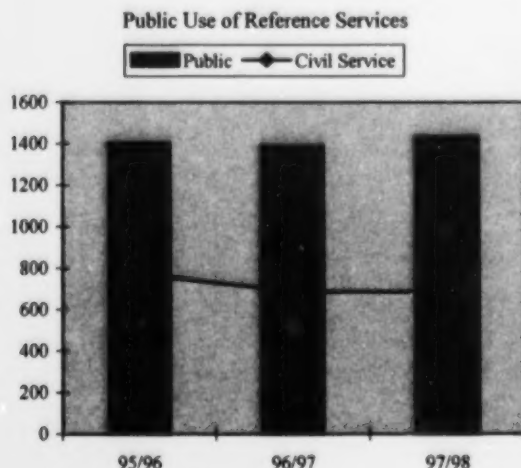


Members and Staff of the Crown Corporations Committee, 1997

II Services to the Public and Community Relations

Library Services to the Saskatchewan Public

The first priority of service of the Legislative Library is to serve the needs of the Legislature. The Library also has a mandate to provide its unique resources to the public of Saskatchewan and to the provincial civil service. In this work, it is the policy of the Library to help individuals determine the location of resources in their own locality or government department; however, where the Legislative Library holds unique resources or expertise, direct assistance is given. Anyone may consult library materials on-site in the Reading Room, with photocopying available at cost. The Library is mandated to serve the public of the province above service to provincial civil servants and the annual service statistics reflect this reality.



Visitors and Ceremonial Occasions

The Legislative Library receives many visitors each year including visiting dignitaries and children on school outings. Between April 1996 and March 1998, 67,988 public visitors to the Legislative Building toured the Library Reading Room.

Public Servant Tours

The Library continued to be involved in the Public Servant Tours which bring many government staff to the Legislative Building and the Library. During the period April 1996 to March 1998, eight tours were offered to 227 government and legislative staff. Public servant tours provide the Library with an opportunity to outline the work the Library does for individual Members, Officers of the House, public servants and the public. Public servants are also made aware of the artifacts located in the Reading Room.

Take Our Kids to Work Program

As part of the Legislative Assembly participation in the national *Take Our Kids to Work* program for Grade Nine students, the Library offered the nine local students an introduction to how the Legislative Library is using the Internet to support the work of the Legislative Assembly, as well as some hands-on time using some of the Internet tools. The day-long program on November 5, 1997 included a presentation by the Speaker, a presentation by the Clerk of the Legislative Assembly in the Legislative Chamber; a visit to a Minister's office, and a Building Tour including a visit to the Premier's Office and the Cabinet Room.

Parliamentary Education Video Production

The second of a series of planned parliamentary education videos, *The Spirit of the Future*, presenting the history and purpose of the Legislative Building, premiered at the Legislative Building, January 10, 1996. The Legislative Library provided a major filming location for this production. A third video production, *From Palace to Prairie: the Crown and Responsible Government in Saskatchewan*, premiered May 21, 1997 at Government House. Rare materials from the Library collection were consulted for the script preparation, and some rare books on parliamentary history were filmed for inclusion in the presentation.

The Library is also becoming a film location for various school and commercial productions including an innovative Heritage Minutes classroom project by a class from St. Augustine Elementary School in Regina and *Earth's Gardens* with Ken Beattie for WTN. In August 1996, the Canadian Parliamentary Channel filmed interviews and tours throughout the Legislative Assembly, including a short interview with the Legislative Librarian, for a series on provincial and territorial assemblies. The resulting production ran at various intervals on CPAC for many months.

Artifacts in the Legislative Library Reading Room

Antique Maps Restored

The Library houses two important antique maps, *A New Map of North America and West India Islands, 1783*, and *A New Map of the Whole Continent of America, 1794*. Restoration work was initiated on the pair of maps over a period of two years, as a result of water damage to one of the maps sustained due to plumbing problems in an office located above the Reading Room. The work was carried out by a professional conservator working with the Saskatchewan Council of Archives and completed with the return and re-hanging of both maps in December 1996.

First Premier Walter Scott MLA Desk on Exhibition

The Legislative Library Reading Room displays several pieces of historic furniture associated with the Legislative Assembly. Among them is the MLA desk and chair used by Walter Scott, the first premier of Saskatchewan. The desk and chair are the work of John McGuirl who came from Ontario to Saskatchewan in 1882, where he established a furniture factory. He also designed, built and furnished St. Alban's Anglican Church in Moosomin.

The desk and chair were loaned to the Mendel Art Gallery to be part of a travelling exhibition of the work of early Saskatchewan woodworkers, November 1, 1996 – February 28, 1998. The exhibition was presented at the Mendel Art Gallery and the Saskatchewan Craft Council in Saskatoon, the Moose Jaw Art Museum, the Grand Coteau Heritage and Culture Centre, Shaunavon, the Allie Griffin Art Gallery, Weyburn, the Estevan National Exhibition Centre, and the Biggar Museum and Art Gallery.

III Collection Management Issues

The Legislative Library is the longest established library in the Province, housing a valuable historic collection unique in Saskatchewan. Development and management of this collection is an important responsibility in the service of present and future legislators and citizens.

Book budgets over the past few years have remained reasonably static, the result being that for the first time in recent history at this library, book purchases had to be stopped three months before the end of the fiscal year in January 1998. The impact of this move was to put further pressure on the forthcoming budget year, as well as the very real circumstance that the deferred purchase of some items meant that some important materials were no longer available.

Physical security of collections continues to be a concern. It is noteworthy that this is the first report in several years which does not record some water damage suffered in areas of the collection. The Library has taken steps to become better ready to deal with any future damage problems. In November 1996, Client Services Technician, Nicole Wilvers, and Reference Librarian Tim Prince attended a two-day workshop organised by the Saskatchewan Council of Archives on disaster preparedness and response.



Nicole Wilvers and Tim Prince practice recovery of water damaged materials

Saskatchewan Government Publications Deposit

Under section 68.4 (5) of *The Legislative Assembly and Executive Council Act*, the Legislative Library is to receive six copies of all publications issued by the Saskatchewan Government. Two copies remain the property of the Legislative Library, two copies are provided to the two offices of the Saskatchewan Archives Board for permanent retention, and two copies are used to fulfill exchange agreements with the National Library of Canada and the Library of Congress.

Given the decentralised nature of publishing in the Saskatchewan Government, the task of tracking down publications and receiving the required copies presents a considerable challenge. In the two years covered by this report a total of 1899 monographic and serial titles published by the Saskatchewan government were received on deposit.

One noteworthy and worrying trend, in light of the increased electronic publication of Saskatchewan government publications, is the refusal of some agencies to provide any electronic publications under the deposit requirements of *The Legislative Assembly and Executive Council Act*, even when the Library is able to identify their existence. Future access to many publications may be in doubt while publishing methods are in a state of flux, long-term stability of electronic media is unknown, and deposit requirements are under challenge.

Saskatchewan Local Information Collection

The Saskatchewan Local Information Files (LIF) contain current and historical information from hard-to-find sources and local societies and associations. This collection provides a valuable resource for MLAs and researchers looking for information on local groups. In 1997/98, the Library purchased a datafile of associations addresses and software to efficiently contact associations across the province in order to gather updated information for the Local Information File. The project was done in an effort to update the files that were started in 1990. Questionnaires were sent out asking for information on the association's mission, work and members. The information gathered from these questionnaires will be added to the Library's Voyager catalog and will be available in the Library's LIF collection. Any associations reporting web sites will be linked in the Voyager catalog.

Donations to the Collection

The Legislative Library collection benefits from donations by individuals, community associations and government departments. Any materials which do not correspond to the Library Collections Policy or which duplicate works already in the Library collection, are provided to the Canadian Book Exchange Centre at the National Library for broader availability to libraries.

Each year the Library receives useful additions to the collection from the Lieutenant Governor's Office, the Legislative Assembly Office, the Speaker's Office, the Premier's Office and Executive Council offices. The library also received donated materials from many individuals and groups including the following:

The office of the Hon. J. Nilson; the office of the Hon. Ned Shillington; the office of the Hon. Janice MacKinnon; Mr. Boyd Anderson; Big Volga Regional Chief of Staffs, Russia; Lynn Gidluck; Cliff Ashfield; Saskatchewan Genealogical Society; Clerk of the

Legislative Assembly of New Brunswick; Mr. Laurens V. Reid; Shin Canada – GM International; and Mr. Alex Lapchuk.

Collection Accommodation Issues

A significant step towards addressing the long-standing problems with housing of the Library's collection was taken in December 1997 when the Board of Internal Economy approved the Library's submission for the conversion of the large stack area in the basement of the Walter Scott Building to mobile shelving.

The critical space shortage had required some drastic measures, including the closure of the extensive collection of United States publications and the inaccessible storage of this material in boxes in a government warehouse. This move made room for rationalization of the book collection between the Legislative Building (current materials recorded in the online catalogue) and the Walter Scott Building (older collections recorded in the closed card catalogue.) The shift of books took place between September and November 1996.

In December 1997 the Library was notified that as a result of the pending Legislative Building Restoration Project, the Library's Legislative Building stack area would have to be relocated. An unrelated space allocation change at the same time required that the closed stack area in the Old Health Building be vacated. The approval could not have come at a better time.

The efficiency of a mobile shelving facility will allow the library to consolidate all its storage locations as well as a portion of the displaced Legislative Building stack area collection into one organized location. The Library worked with SPMC and an architectural firm to prepare the Request for Proposal. The bids closed February 9, 1998 and the contract was awarded February 27, 1998. Delivery and installation will be scheduled in the new fiscal year.



Library staff member works with movers to transfer publications to storage

IV Library Automation and Electronic Resources

Library Automation

The Library continues as a founding partner of the Regina Library Information Network (RegLIN). RegLIN is a multi-library, multi-institutional computer network for automated library services incorporated under the *Saskatchewan Non-Profit Corporations Act*. The Legislative Librarian is Vice-Chair of the consortium.

Using a shared library automation system, the holdings of all member libraries are available in the online catalogue. The Legislative Library is one of five libraries belonging to the consortium. The other libraries are:

- University of Regina Library
- Saskatchewan Department of Health Resource Centre
- Regina Health District Libraries (including Regina General Hospital Library, Plains Health Centre Library, Pasqua Hospital Libraries, Wascana Rehabilitation Centre Library)
- Gabriel Dumont Institute Library

Online access to these collections facilitates resource sharing and enables the Library of identify and acquire relevant locally-held materials quickly to meet the needs of Members.

RegLIN Selection and Implementation of New Integrated Library System

In the fall of 1996, the RegLIN consortium began to search for a new integrated library system to replace the NOTIS software and the outdated IBM hardware used to run it. Legislative Library staff participated in the meetings of several task groups created to define functional specifications for various system modules that were later incorporated into the Request for Proposal (RFP) that was sent to five library software vendors on January 6, 1997. Vendor responses were received by March 21, 1997 and three vendors (Endeavor Information Systems Incorporated, Innovative Interfaces Inc., and Sirsi Corporation) were invited to demonstrate their systems at the University of Regina. In addition, the University of Saskatchewan Library was invited to propose a shared implementation of its own Innovative Interfaces Inc. installation. Legislative Library staff attended the demonstrations, which were held between April 22 and May 5, 1997, and all who attended were permitted to vote for their preferred choice and to comment on the presentations. On May 30, 1997, the University of Regina issued a comparative evaluation of the short-listed vendors and recommended the purchase of Endeavor Information Systems Incorporated's

Voyager system. The University's Board of Governors approved the purchase of the system on June 17, 1997. RegLIN members began planning for the conversion of their existing NOTIS/MURLIN databases to the new Voyager system.

On December 5, 1997, the Legislative Library suspended all cataloguing and circulation activity on the NOTIS/MURLIN system, and conversion of the database began. By December 12, the catalogue records had been successfully loaded with a minimum of problems. The conversion of the patron files took another week, and the records of outstanding loans from the old system were converted by mid-January, 1998.

Legislative Library supervisory staff attended training sessions conducted at the University of Regina by Endeavor Information Systems Incorporated from December 16-December 19, 1997. These staff members undertook the training of the rest of the Library staff early in January 1998. The Legislative Library was the first member of the RegLIN consortium to restore most of the functionality available under the old system. By the end of March 1998, the only function available in NOTIS/MURLIN that had not yet been carried over into Endeavor/Voyager was the report writer. This has resulted in an inability to generate overdue notices. The Library expects that the University will solve this problem during the summer of 1998.

The lack of the report writer function also prevents the Library from using the new system to generate purchase orders. Therefore it will not be possible to fully implement the acquisitions module of the new system until the report writer function has been restored. However, library staff expects to phase in other parts of the acquisitions module, such as serials check-in, starting early in the 1998/1999 fiscal year.

Benefits of the New System

This new system improves the ability of the Legislative Library to support the parliamentary process through enhanced access to Legislative Library collections for individual MLAs from their legislative offices in Regina as well as from their constituency offices across Saskatchewan. Libraries and individual citizens of the province will have improved access to the specialized resources of the Legislative Library through the web-based catalogue.

Benefits of the new system became apparent immediately after implementation, and were felt in all parts of the library. Cataloguers are now able to import records created by other libraries directly into the

Library's database without having to wait for batch loading of files by the University. The public catalogues permit many more types of searching, from the traditional author/title/subject heading searches to keyword searches that range from very simple to highly sophisticated. Catalogue records for electronic publications can be created with direct Internet links to the publications themselves. Remote users of the system are offered a Web-based catalogue which does away with the need to have TN3270 software installed on their computers. Library staff are learning new uses for the system almost daily, and we expect to make many new enhancements available to our clients in the coming year.

The Official Launch of the Voyager System

The official launch of the new system was held at the University of Regina Library on March 23, 1998. Among the distinguished speakers at this event were The Hon. Joanne Crofford, Minister of Post-Secondary Education, Don Wells, President of the University of Regina, Dr. Dianne Common, Vice-President, Academic, University of Regina, and David Barnard, Vice President, University of Regina. Mr. Dale Flavel, Deputy Speaker of the Legislative Assembly, represented the Speaker and Members of the Legislative Assembly. The University of Regina, as RegLIN Consortium host developed a space theme for the launch of the state-of-the-art library automation system.



Mr. Dale Flavel, Deputy Speaker



Mr. Dale Flavel, Deputy Speaker, with Mr. Bill Moes, University Librarian, attend the futuristic launch of the new system.

Electronic Information

Throughout this reporting period, the impact of electronic information resources has had a profound affect on both reference and support services. The Library recognised the need to provide a stronger focus on these developments with the establishment of a new position in the Reference and Members' Services Section titled Reference and Electronic Resources Librarian, with dual responsibilities for provision of direct reference service and development of an Internet public presence for the Library as well as maximising the benefits of electronic information resources available to support reference services to library clients.

The first incumbent of the position was Melissa Bennett, who worked with both the internal Library Automation Working Group and the Legislative Assembly Computer Committee in the early developments of Internet presence and use.

Development of Library Web Site

After an Internet connection was installed at the Legislative Library reference desk in March 1995, use of the Internet to satisfy clients' information needs increased dramatically. Library staff were ready to join the other Assembly offices in taking the next step from being Internet information consumers to being Internet information providers. From April 25 to May 15, 1996, the Library secured the services of Reed Widstrand, Information Specialist, of Digamma International Development Consultants Ltd. to assist the staff in developing a strategic plan for integrating the Internet into the Reference work of the Library, in refining the Library's internal homepage, and in evaluating several internal compilations and publications for eventual inclusion in the Legislative Assembly's public Web site. During the period of consultation, Library staff attended several meetings at which they began to articulate objectives for both internal and public Web sites.

During July and August 1996 Rian Misfeldt, a summer student from the University of British Columbia School of Library, Archival and Information Studies, was employed to design a structure for the proposed Web site. He created a hard-copy storyboard of the Web site which helped the library staff to visualize the finished product. The storyboard was then translated into a working model of the site.

While planning for the Library Web site proceeded, Legislative Library staff were also involved in the planning of the Legislative Assembly Web site, of which the Library site would be a part. Judy

Brennan, Assistant Legislative Librarian and Head of Support Services, and Richard Peers, Systems Analyst, participated in the work of the committee established to guide the creation of the Assembly site. Melissa Bennett, Reference and Electronic Resources Librarian, conducted an evaluation of search engines, which led to the selection of Fulcrum Surfboard as the search engine to be used on the Assembly's site.

During the winter of 1996/1997, Melissa Bennett assisted by Pat Kolesar, Technical Services Librarian, created a new internal Web site for use by Library staff. This site consists of links to other Web sites containing information likely to be accessed frequently by Reference staff in the performance of their regular tasks. Several of the pages from this internal site were also adapted for inclusion in the Library's portion of the Legislative Assembly's public Web site.

On February 27, 1997, the Legislative Assembly's Web site was launched. Library staff in both Reference and Support Services participated in the selection and creation of the information presented in the Library's section of this site. Melissa Bennett was responsible for the continuing development and maintenance of the Library's public Web presence.

With the Web site well established by the end of 1997, the Legislative Library entered the world of electronic publishing. Two publications, the *Checklist of Saskatchewan Government Publications* and *New Books in the Library*, ceased print production and as of December 1997 are available exclusively on the public Web site at http://www.legassembly.sk.ca/LegLibrary/Monthly_Checklist/mchklist.htm and http://www.legassembly.sk.ca/LegLibrary/New_Books/newbooks.htm respectively.



The Legislative Assembly
of Saskatchewan



Saskatchewan
Legislative
Library

Home Contact Us About Us

Legislative Library (français)

The Library's mission is to further the parliamentary process in Saskatchewan by providing quality information services to the Legislative Assembly and to acquire and sustain a research and legislative collection unique to Saskatchewan.



*Legislative Library Reading Room
photo credit: Laurie Prout*



*List of services the Library provides and to whom
(français)*



Access to the Library's computerised catalogue



Information on the Library's collections (français)



*Frequently Asked Questions, Fact Sheets & Internet
Resource Links (français)*



List of new Government of Saskatchewan publications



Recent additions to the Library's collection

The Legislative Library's collection was founded in 1876 as a small working collection of law texts and public documents brought across the prairies by cart when Lieutenant Governor David Laird came to present day Saskatchewan to establish the Territorial government. Since then, the Library's collection has grown to be the third largest research library in the province.

M. J. Powell
Legislative Librarian
Room 238, Legislative Building
Phone: (306) 787-2276
Fax: (306) 787-1772

Send mail to mlpowell@legassembly.sk.ca with questions or comments about this web site.
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Last modified: October 18, 1999

V. Statistical Summary

	1995/96	1996/97	1997/98
Reference and Circulation Services			
Reference Inquiries	4330	4461	4349
Computer Searches	1719	3929	4365
Commercial Courier (trips)	65	66	98
Photocopy Services to Clients (copies)	36835	27862	31933
Out of Library Circulation	8240	8411	7277
In-Library Use	38872	38203	33835
Total Circulation	47112	46614	41112
Interlibrary Loans Borrowed for Library Clientele	453	368	374
Interlibrary Loans Requested by Other Libraries	317	244	207
Total Interlibrary Loans	770	612	581
Current Awareness Service			
Newspaper Clipping Service (clippings provided)	54812	57254	72585
Periodical Title Page Service (title pages provided)	253	3676	4846
Computer Assisted CAS (subjects searched weekly)	14,140	62,091	95,035
New Book Alert (title pages)	1258	3512	3482
Acquisitions			
Materials ordered (titles)	1301	1484	991
Government Publications Received (items)	37676	36930	38635
Serials and Periodicals Received (items)	26630	24013	23727
Cataloguing			
Cataloguing (titles)	7022	4885	4381
Binding (volumes)	124	110	159
Materials Withdrawn (items)	12996	48995	26607
Duplicate Exchange (items)			
Listed for Exchange	2598	368	594
Material Distributed in Saskatchewan	318	284	1044
Newspaper Clipping Program			
Newspaper Issues Clipped	1250	1358	1573
Clippings Added to Newspaper Clipping File	157979	143156	163460
Saskatchewan Deposit Program			
Government Publications Received (titles)	1118	988	911
Government Publications Sent to Micromedia	851	836	736

Appendix A

Information Kits prepared to support MLA attendance at Conferences and Seminars

Commonwealth Parliamentary Association. Westminster Parliamentary Visit, London, England, May 8-24, 1996. 1 portfolio.

Overview of the British and Canadian Parliamentary Systems
The Commonwealth and the Commonwealth Parliamentary Association: Future Trends
Parliament and the Media
Aboriginal Self-Government and Taxation
Aboriginal Rights and the Fur Trade
Gun Control
Quebec Separatism

Commonwealth Parliamentary Association. 8th Commonwealth Parliamentary Seminar, Hong Kong, May 13 - 18, 1996. 1 portfolio.

The Commonwealth and the Commonwealth Parliamentary Association: Future Trends
Parliament and the Media
Hong Kong and its Future
The Basic Law of the Hong Kong Special Administrative Region
An Overview of Leglo: Its Composition, Structure and Functions, and the Role of the Presiding Officer
Committee System (in Hong Kong)
Access to Information by the Legislature
Relationship between the Legislature and the Executive
Powers and Privileges of the Legislature
Support Services to Members of Parliament
Parliamentary Procedure in the Scrutiny of Legislation
Parliamentary Procedure for the Control of Public Expenditure
Role of the Legislature in Policy Formation

35th Canadian Regional Conference, Commonwealth Parliamentary Association, Winnipeg, Manitoba. July 27-August 2, 1996. 1 portfolio

Travel and Tourism Information
The Future Role of the Commonwealth
Balanced Budget Legislation
Public Perceptions of Elected Office Holders - what Impact is it having on our Parliamentary Institutions and what can be done about it?
Gambling
Has the time come to replace the "First Past the Post" Electoral approach with Proportional Representation?
Aboriginal Self-Government
Restructuring Education
Business Session 8 - Technology and the Legislature

51st Annual Mid-western Legislative Conference, Rapid City, South Dakota. August 18-21, 1996. 1 portfolio.

Tourism and Travel Information on South Dakota
Plenary Session I: The Land
Outlook for Rural Economies
Plenary Session II: The People
State-Tribal Relations
Trends in Communications
A. The Use of Computers in State Governments
B. Communications Deregulation
Plenary Session III: Trying to Assess the Impact of Gambling on the Midwest
Plenary Session IV: The Graying Midwest

Canadian Council of Public Accounts Committees, Annual Meeting 1996, Victoria, British Columbia. September 8-10, 1996. 1 portfolio.

Travel/Tourism Information
Managing Public Sector Performance
The View from British Columbia
Governance
Oregon Benchmarks
Developments in the United Kingdom
The Public Accounts - The American Perspective
Joint Session
Inputs and Outcomes: The Art of Measuring Performance

Commonwealth Parliamentary Association, The American Political System, Washington, D.C. and Annapolis, Maryland, October 8-10, 1996. 1 portfolio.

Travel Information
The 1996 National Election: Republican National Committee
The 1996 Senate and House Elections: Will there be a leadership change?
The American Political System: Our Common Border
The 1996 National Election: Democratic National Committee
Getting Elected: Lessons from the 1996 Campaigns
Brief Introduction to Maryland
Maryland and the 1996 National Elections
Maryland in the World Economy
Implementing NAFTA: What's After NAFTA
American Political System: Perspective from the Private Sector

Commonwealth Parliamentary Association, 20th Canadian Regional Seminar, Fredericton, New Brunswick. October 25-27, 1996. 1 portfolio.
Travel and Tourist Information on New Brunswick

Gambling as a Source of Revenue for Governments
New Speaker Meets Old Tradition:
Challenging the Mythology of Non-
Partisanship Personal Conscience ...
Caucus Solidarity ...Social Responsibility

Ninth Commonwealth Parliamentary Seminar (Practice
and Procedure), Accra, Ghana. May 11-18, 1997. 1
portfolio.

Information on Amsterdam Airport
Information on Ghana
Parliament, the Member and the Media
Powers and Privileges of the Legislature
Information Service to Members of Parliament
Parliamentary Procedure in the Scrutiny of Legisla-
tion
Parliamentary Procedure for the Control of Public
Expenditure

36th Canadian Regional Conference, Commonwealth
Parliamentary Association. Regina, July 12-18, 1997. 1
portfolio.

Women Parliamentarians: Is there a Path to a
Gender-balanced Parliament?
Political Personalities: Is there a quintessential
temperament?
Negotiations on Self-government arrangements with
First Nations.
Increasing Public Respect for the Parliamentary
Institution: Is it time for more outreach?
Devolution of Programme Responsibilities:
Community Empowerment or Fiscal Down-
loading?
The Changing Face of the Grain Industry: How will
agriculture look given transportation deregulation,
changing trade patterns and diversification?
Role of the Caucus in the Canadian Parliamentary
system.
Delegated Legislation/Regulations: The weak link
of Parliamentary Accountability?

52nd Annual Midwestern Legislative Conference,
Overland Park, Kansas. July 12-16, 1997. 1 portfolio.

Travel/Tourism Information on Overland Park,
Kansas
Opening Session: Into the Future
Keynote and Plenary Session I: Embracing New
Frontiers
Plenary Session II: Agriculture's New Frontiers
Plenary Session III: Juvenile Justice
Plenary Session III: Welfare Reform
High-speed Rail Convocation

1997 Joint Canadian-American Clerks Conference,
"Innovation in Procedure and Administration," Victoria,
British Columbia, August 28-31, 1997.

General Background
The Effectiveness of Professional Development
Seminars for Clerks-at-the-Table and Legislative
Clerks and Secretaries
Parliamentary Outreach - Public Education
Accessing Parliament through the Internet
The Clerk - is political neutrality essential?
Revising the Rules - the Clerk's role in
Commonwealth and American jurisdictions
Safeguarding the Legislature

Canadian Council of Public Accounts Committees
Conference, Edmonton, Alberta, September 14-16,
1997. 1 portfolio.

Round Table: Reports from Jurisdictions
Overview of Public-Private Partnerships
Government in an On-line Environment
The Reporting Entity
"Completing the Circle of Control": A Fresh Look
at the Business of Supply
Recent Inquiries - New South Wales Public
Accounts Committee
1. Debt Collection
2. The Accountability of Grants
Improving Management and Control of Public
Resources - Round Table

43rd Commonwealth Parliamentary Conference,
Mauritius, September 18-24, 1997. 1 portfolio.

Travel and Tourism Information
Into the New Millennium: The Role of Govern-
ments and Parliaments
Trade, aid and development
Ensuring ethical standards for parliamentarians, the
executive and the public service
How can the Commonwealth enhance and protect
human rights?
How can Commonwealth parliaments and
governments co-operate to protect the global
environment including the Marine environment?
Strengthening the partnership between men and
women in political participation - the proper role
of the CWPG with the CPA
How can parliaments and parliamentarians take full
advantage of modern communications technology?

Parliamentary Conference of the Americas, "Towards
the Americas of the Year 2005: Democracy,
Development and Prosperity", Quebec City, September
18-22, 1997. 2 portfolios.

Provided copies of original background material
provided by the Conference Organizing Committee
to each delegate.

Appendix B

Organization and Staffing

The Legislative Library has a permanent staff establishment of fifteen persons.

As of March 31, 1998 the following persons were members of the permanent staff:

Marian J. Powell, B.A., B.L.S.
Legislative Librarian

Judy A. Brennan, B.A., B.L.S.
Assistant Legislative Librarian
& Head of Support Services

Michele Howland, B.A., B.L.S.
Reference Services Co-ordinator

Pat M. Kolesar, B.A., M.L.S.
Technical Services Librarian

A. Yvonne Mack, B.A., M.L.S.
Members' Services Librarian

Tim C. Prince, B.A., M.L.S.
Reference Librarian

Sandra Gardner
Secretary to the Legislative Librarian

Gina Abel
Support Services Technician II

Faye Prince
Government Publications Technician II

Nicole Wilvers
Client Services Technician I

Anne Hoffmann
Support Services Technician I

Marianne Morgan
Client Services Clerk

Zorka Ripplinger
Support Services Clerk Typist II

Ivana Ruzic
Support Services Clerk Typist II

The following people were employed on a temporary or sessional basis:

Laura Pogue, B.A., B.L.S.
Sessional Reference Librarian II

Gurmeet Bilkhu
Library Sessional Clerk I
(On Definite Leave December 19, 1997
- March 30, 1998)

Crista Bradley
Library Sessional Clerk I

Graham Condo
Library Sessional Clerk I

Brandy Daku
Library Sessional Clerk I

Michele Ellingsen
Library Sessional Clerk I

Tanya Weber
Library Sessional Clerk I

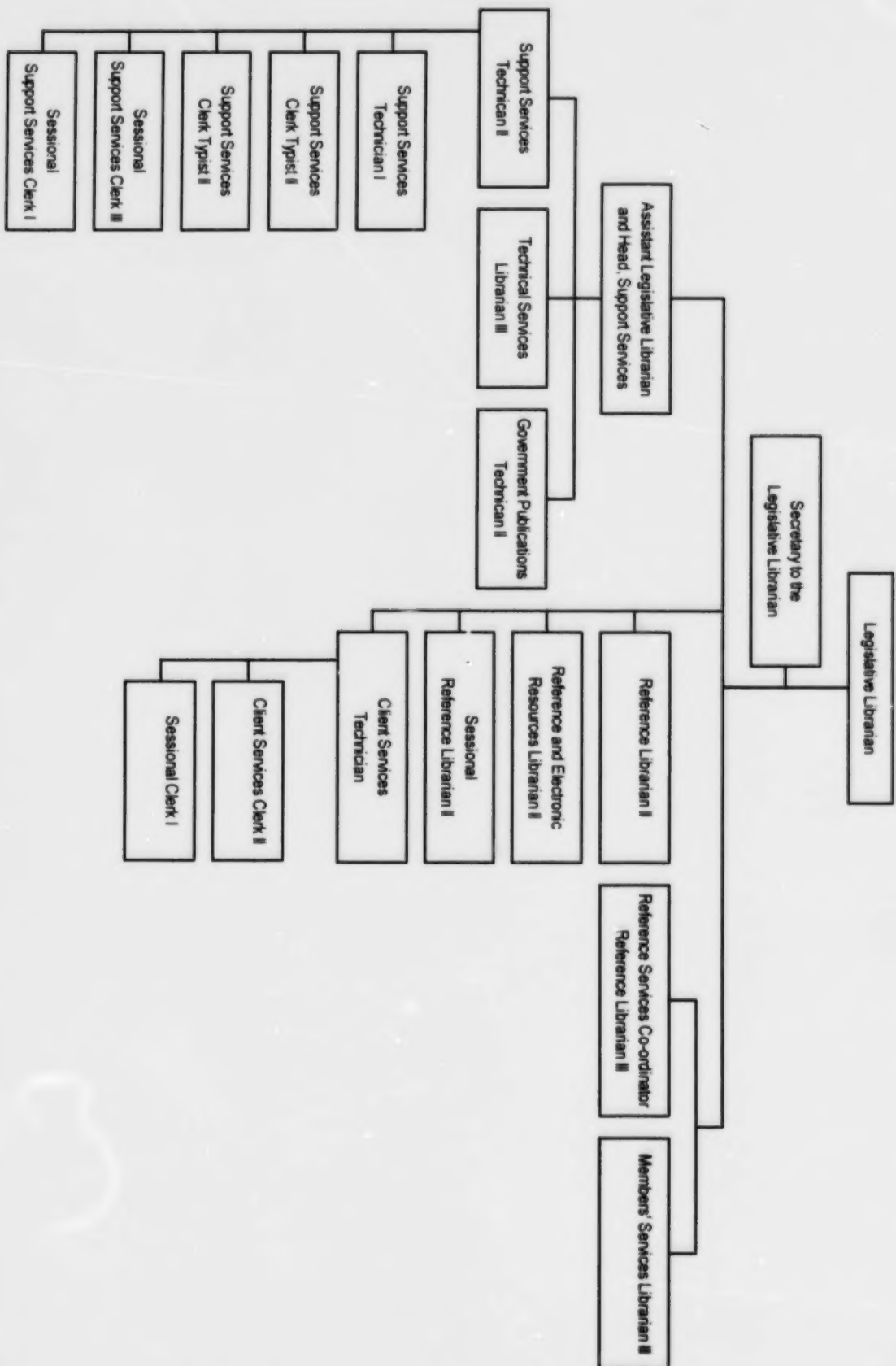
Resignations From Permanent Staff

Kate Andrade, June 30, 1997
Melissa Bennett, B.A. (Hons), M.L.I.S.,
February 1, 1998
Richard Peers, B.Sc., January 16, 1998

Saskatchewan Legislative Library

Position Chart

as of March 31, 1998



Appendix C

Clientele and Service Policy

Goal of the Legislative Library

The goal of the Legislative Library is to provide information and reference services to Members of the Legislative Assembly. It strives to achieve this goal by acquiring, cataloguing, servicing and preserving books, newspapers, government publications and other materials to enable Members to carry out their Legislative responsibilities.

Primary Clientele

The Primary user group of the Legislative Library consists of the Members of the Legislative Assembly, caucus research staff, personal staff of members, and other legislative servants.

Primary Clientele

1. Lieutenant Governor's Office
2. Members of the Legislative Assembly
 - (a) Members' personal staff
3. Caucus research staff
4. Legislative servants
 - (a) Office of the Speaker
 - (b) Legislative Assembly Office
 - (i) Hansard
 - (ii) Television
 - (c) Legislative Counsel and Law Clerk's Office
 - (d) Provincial Auditor
 - (e) Legislative Library
 - (f) Ombudsman
 - (g) Children's Advocate
 - (h) Conflict of Interest Commissioner
 - (i) Information and Privacy Commissioner
5. Other departments in the Legislative Building
 - (a) Executive Council
 - (b) Ministers' Offices

Services

1. Personal borrowing privileges.
2. Interlibrary loan services to acquire necessary materials not available in the Legislative Library.
3. Photocopies and microcopies of library material.
4. Computer information retrieval reference support.
5. Advanced level of reference services.
6. Library information programs such as checklists, accession lists, and other related services.
7. Accelerated acquisitions and delivery of materials using courier, long distance telephone, electronic mail and other similar means. Hand delivery of material to locations in

the Legislative Building. Same-day or next-day delivery of materials located off-site, or elsewhere in the city.

All service costs are absorbed by the Legislative Library.

Secondary Clientele

1. Saskatchewan civil servants.
2. Legislative press gallery.
3. Courts
4. Universities
5. Researchers
6. Lawyers (private practice)
7. Private business
8. General public

Services

1. Use of library materials within the Legislative Library.
 - (a) Saskatchewan civil servants are encouraged to use their own departmental libraries, where these exist. Material not available in departmental libraries may be requested using the interlibrary loan process. Where there is no established departmental library, civil servants may request personal borrowing privileges on the understanding that Library rules for loan periods and return of materials will be complied with.
 - (b) Researchers from outside the Saskatchewan government requiring access to the Legislative Library for materials not available from other libraries may register as special borrowers for the duration of the research project, on the understanding that the rules for loan periods and return of materials must be complied with.
 - (c) All other requests for personal borrowing will be referred to appropriate public or corporate library.
2. Photocopies and microcopies of library materials at cost.
3. Basic reference service.
4. Provision of Legislative Library material located outside the Legislative Building on a batch basis.

Established by the Board of Internal Economy 1983